

Sara Bouchard

**Graphic Designer
Fine & Visual Artist**

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603.216.7211

[portfolio website]

education

Southern New Hampshire University - Online
Bachelor of Arts
Graphic Design and Media Arts

Valencia College, Orlando, FL
Technical Certificate | 2013
Graphic/Interactive Design

Mount Washington College, Manchester, NH
Associate of Science | 2011
Business Administration

skills

Computer

Photoshop
Illustrator
InDesign
Dreamweaver
Bridge
Microsoft Word
PowerPoint
Excel
Mac/PC
html/css

Additional Skills

Photography
Package Design
Publication Design
Web Design

freelance

Logo designs
Printed invitations
Brochures/Flyers

experience

BoneBons Organic Dog Treats | 2012-2014
Production Assistant

Assisted in order fulfillment, shipping and receiving, updates to company webpage, maintain warehouse and inventory control, sales and marketing

Vacuum Supply Stores | 2009- 2012

Webpage Administrator

Managed a targeted corporate web presence dedicated to supporting clients, marketing products, increasing sales, and expanding services

Party Center/Halloween Happenings | 2005-2008

Cashier, Assistant Manager of seasonal retail store

Provide customer service and employee assistance. Merchandising and inventory control. Assisted in set-up and layout of seasonal storefront. Oversee day-to-day operations of seasonal storefront including opening and closing procedures, scheduling, sales reports and deposits, and maintenance. Responsible for hiring, training, and supervising of personnel at seasonal store,

Print Pro | 2006-2007

Tee Shirt Screenprinting Production

Set-up and breakdown of press, line up screens and place corresponding ink colors, unloading products from press, filing work orders and packaging orders to be shipping, cleaning and maintenance of press.